ADOBE ACROBAT READER

Have you ever wondered what the .pdf stands for on some of the documents people send you as an attachment?   PDF (portable document format) is a universal document-publishing format that preserves the original appearance of a document, including all charts and graphs, regardless of the computer or printer used.   These documents are viewed and printed using Adobe Acrobat Reader, a free plug-in application. Acrobat reader is for viewing only; <u>you cannot make changes to a document using this application.</u>

Once downloaded, your web browser automatically launches Adobe Reader. PDF documents can display in web browsers such as Netscape Navigator 4.0 or later, or Internet Explorer 4.5 or later. To open a linked PDF document in a browser, simply click the link.

To download a free version of Adobe Acrobat Reader, click the following link or icon to go to the Adobe web site: http://www.adobe.com.

Scroll until you get to the "GET ACROBAT READER" button and click it.

On the displayed welcome page, scroll down and click the link, "GET ACROBAT READER FREE!"

The "Download Acrobat Reader" page will be displayed. You will be prompted to select information related to language (English) and platform. Selecting this information will ensure the correct version will be downloaded to your computer.

If you don't wish to receive advertisements, click inside the two little boxes in Step 2 that say "Notify me about special offers."

Click the "DOWNLOAD" button.

The "SAVE AS…." dialog box will automatically open, prompting you to select a location on your computer where the file ("ar500enu.exe") will be saved.   Make a note of the location.

Click "SAVE." The "SAVING LOCATION" dialog box will appear. When the saving process is complete, close all windows. Go to the location you noted and locate the file you just downloaded.

Double click the file to open it. The "UNPACKING ACROBAT READER" status bar and then the "ACROBAT READER SETUP" dialog box will appear.

Click the "NEXT" button. Under "DESTINATION FOLDER," review where the program will be located. If okay, click the "NEXT" button.